



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

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DAVID E. JANSSEN
Chief Administrative Officer

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Fifth District

February 2, 2007

To: Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen 
Chief Administrative Officer

**HOMELESS PREVENTION INITIATIVE, HOMELESS AND HOUSING PROGRAM
FUND – CITY/COMMUNITY PROGRAMS REQUEST FOR PROPOSALS PROCESS –
REQUEST FOR EXTENSION**

On September 26, 2006, your Board directed the Chief Administrative Office (CAO) to work with appropriate departments and return within 120-days with a recommended Request for Proposal (RFP) process for the competitive allocation of the City/Community Programs funding category of the Homeless and Housing Prevention Fund (HHPF). The purpose of this memorandum is to request an extension to March 20, 2007 for presentation of the RFP to your Board.

In response to your Board's September action, a Work Group led by the Community Development Commission (CDC), and composed of representatives of the CAO/Service Integration Branch, the County Commission on HIV, the Los Angeles Homeless Services Authority, and the County Departments of Children and Family Services, Health Services, Public Health, Mental Health (DMH), Public Social Services, Probation, and Sheriff's Department, has been meeting since early October to develop the RFP process. The Work Group's effort has included reviewing the ability to leverage various County and non-County funding programs affecting housing and services for the homeless population as a part of the RFP.

The Mental Health Services Act (MHSA) service and operational subsidy funds related to Safe Havens and Transitional Age Youth have been identified as presenting the greatest leveraging opportunity. Based upon the efforts of the Work Group, the Executive Director of CDC and the Director of DMH have reached an agreement that

these MHSA funds can and should be included as a part of the HHPF City/Community Programs RFP process in order to serve the best interests of proposers and homeless clients. The agreement is memorialized in the attached memorandum.

In order to integrate the MHSA funds, including the requirements pertinent to those funds, into the RFP, additional time to complete the development of the RFP process is necessary. Therefore, on behalf of CDC and the Work Group, I respectfully request an extension to March 20, 2007, for presentation of the recommended RFP process to your Board.

As the Work Group moves forward with the RFP, it is also cognizant of other possible leveraging opportunities. The following is a list of potential leverage programs:

Program	Application Start Date
City of Los Angeles/Permanent Supportive Housing Program	December 2006 (First round)
State of California, Proposition 1-C	February 1, 2007
City of Industry/HOME	February 16, 2007
Tax Credits	March and July 2007
HUD SuperNOFA	Projected for May 2007

The following is the projected schedule for the HHPF City/Community Programs RFP process, which is based on a briefing to your staff by mid-March 2007:

Task	Date
Board Deputies Briefing	Mid-March 2007
County Counsel Review of the RFP	March 20–27, 2007
Final Review of the RFP	March 27 through April 3, 2007
File RFP Process Board Letter	April 5, 2007
Board Hearing to Approve RFP Process	April 17, 2007
RFP Release	April 30, 2007
Proposals Due Date	May 30, 2007
Review of Proposals	May 30 through July 1, 2007
Award Recommendations	July 18–20, 2007
Appeal Process	July 24 through August 7, 2007
Board Approval of Funding	October 20, 2007

Each Supervisor
February 2, 2007
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The above activities include a number of RFP administrative and outreach procedures, which will begin in early March. These include, but are not limited to the following: proposers' conferences, issuance of RFP amendments, and the proposal review/scoring and approval process.

If you have any questions or require additional information, please contact me, or your staff may contact Lari Sheehan of my staff at (213) 893-2477 or at lsheehan@cao.lacounty.gov.

DEJ:LS
MDC:hn

Attachment (1)

c: Sheriff Leroy D. Baca
Cynthia D. Banks, Director of Community and Senior Services
Dr. Bruce A. Chernof, Director and Chief Medical Officer of Health Services
Dr. Jonathan E. Fielding, Director and Health Officer of Public Health
Rebecca Isaacs, Executive Director of Los Angeles Homeless Services Authority
Carlos Jackson, Executive Director of Community Development Commission
Patricia S. Ploehn, Director of Children and Family Services
Dr. Marvin J. Southard, Director of Mental Health
Robert B. Taylor, Chief Probation Officer
Bryce Yokomizo, Director of Public Social Services
Philip L. Browning, Director of Child Support Services

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director

SHEILA A. SHIMA
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director



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DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.info>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
Fax: (213) 386-1297

January 25, 2007

TO: Carlos Jackson, Executive Director
Community Development Commission

FROM: Marvin J. Southard, D.S.W.
Director of Mental Health

A handwritten signature in black ink, appearing to be "MJS", is written over the "FROM" line.

SUBJECT: CONFIRMATION OF INTENT TO PARTICIPATE IN A JOINT RFP

This is in follow-up to the request for clarification regarding the development of a joint Request for Proposals (RFP) process between our two Departments.

As discussed at the Housing Alliance meeting on Thursday, January 18, both Departments agree that it is in our clients' best interest to leverage Mental Health Services Act (MHSA) funds to maximize housing and services. Accordingly, County Counsel has reviewed and approved our participation in a joint RFP approach to award the Department of Mental Health (DMH) MHSA Safe Haven and Transition Age Youth services and operational subsidies funds along with funding from the Community Development Commission. Some of the parameters included in the discussion with County Counsel were:

- DMH must ensure that all agencies already qualified through the Request for Services Qualification process receive the joint RFP
- Any contractual agreements must be in compliance with the MHSA Community Services and Supports plan and meet State mandates regarding the use of MHSA funds, outcome measures, performance standards, and reporting.

I understand that Jim Allen and Sandra Thomas are working with your Department to delineate further details.

This is an exciting opportunity for our departments to work together to enhance housing and services available to those in need.

MJS:RMT:rmt

c: Sheila Shima
James Allen
Sandra Thomas
Kathleen A. Daly, M.D., M.P.H.
Maria Funk, Ph.D.
Lari Sheehan

"To Enrich Lives Through Effective And Caring Service"